This document makes the following assumptions prior to logging into the Citrix servers:

- Your account has been established and enabled in the USER MANAGER application either through a mass account load for your base or via your local G081 manager.
- Your account has been properly configured, via the USER MANAGER application, as a member of your base.
- Your Citrix account userID does not contain a masterspace, commonly referred to as the "at sign" or the '@' symbol.
- The secure root certificate and Citrix ICA client have been installed on the workstation.
- You know your Citrix password, or have contacted the G081 manager for a password reset.

WHAT ARE MY G081 AND CITRIX USERIDS AND PASSWORDS?

USERID: Your userID for your G081 and Citrix server (AMC GUI application) accounts are the same; it is your G081 userID. Examples of a G081 userID would be MAC0ZZZ, MAGRZZZ, or MAJ0ZZZ.

However, the following exceptions do apply:
- If you have an '@' sign in your userID contact your G081 manager for a new userID.
- If you have a CEMS userID, contact your G081 manager to load an account for you.
- If you have a Boeing userID (MAB0*), contact the FAO for further information.

PASSWORD: If the user has **NOT used** the AMC GUI via the Citrix server, then it is likely that the user's G081 password and the initial Citrix password do not match. The FAO urges those users who have **NOT used** the AMC GUI via the Citrix server to contact their local G081 manager for their Citrix initial/default password. Follow the steps outlined in this document to successfully log onto the server, run the AMC GUI application, and change/synchronize your G081 password with your Citrix password.

If the user **has used** the AMC GUI via the Citrix server, then the user should have changed and synchronized the G081 password with the Citrix password. After the user has synchronized the passwords, the user will use the new synchronized password regardless of the connection method; TCP/IP (Rumba or Dynacomm) or SSL (Citrix server).

Step 1.

Open up an 128-bit encryption compliant browser window; Microsoft Internet Explorer or Netscape Navigator should be compliant.

Step 2.

In the address bar, enter https://hqamclg.okc.disa.mil and hit <<ENTER>>.

Step 3.

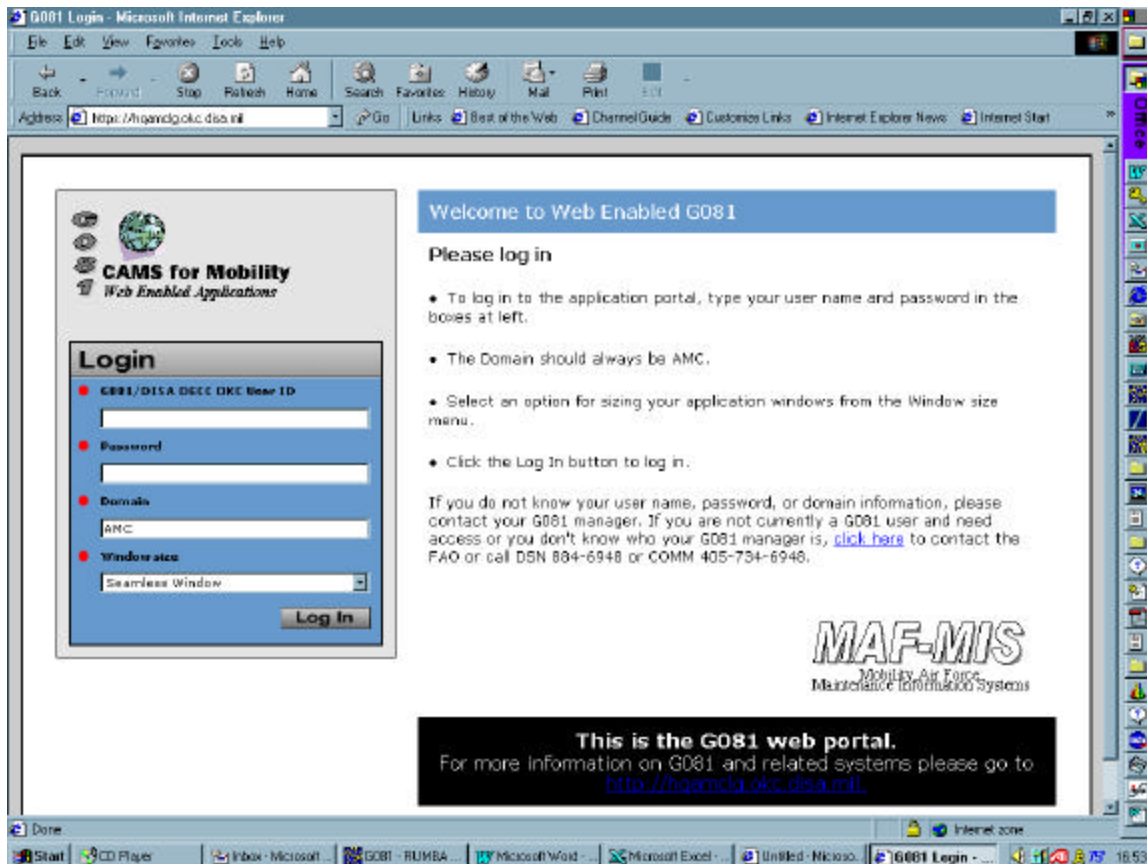This will take you to the AMC portal (see Figure 3.1) and allow you to enter your userID and password.
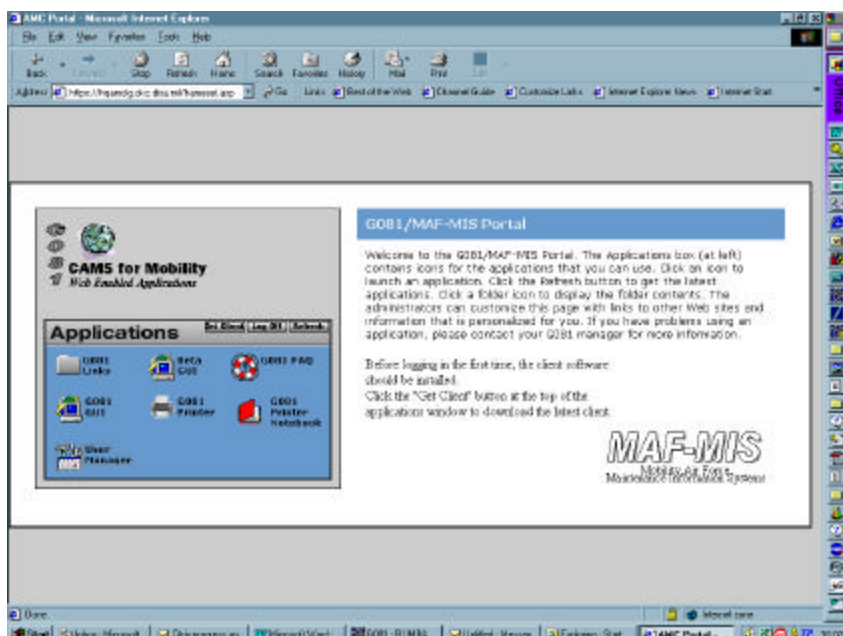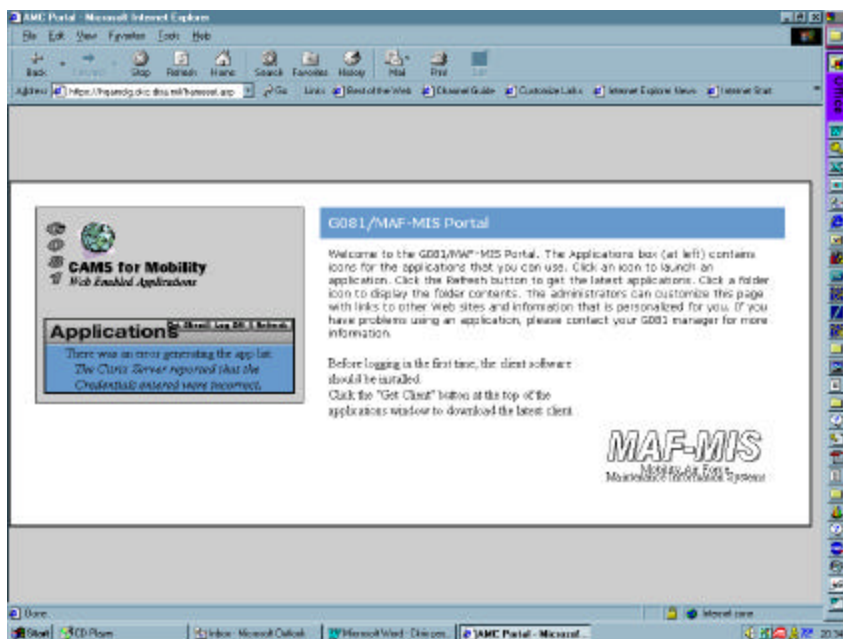

Figure 3.1

Step 4.
- If your log-on was successful, then you should see screen similar to Figure 4.1; however, the icons and applications may differ from those displayed in Figure 4.1. Proceed to Step 5.
- If your userID and password were incorrect, you should see a message similar to Figure 4.2. The message should read: *The Citrix Server reported that the credentials entered were incorrect.* This message indicates your userID and/or password were incorrect. Try again or contact your G081 manager.

Figure 4.1

Figure 4.2

Step 5.

At this point, you have successfully logged onto the Citrix server. Click on the G081 GUI icon, highlighted by the red arrow in Figure 5.1, to start your web-enabled G081 session.
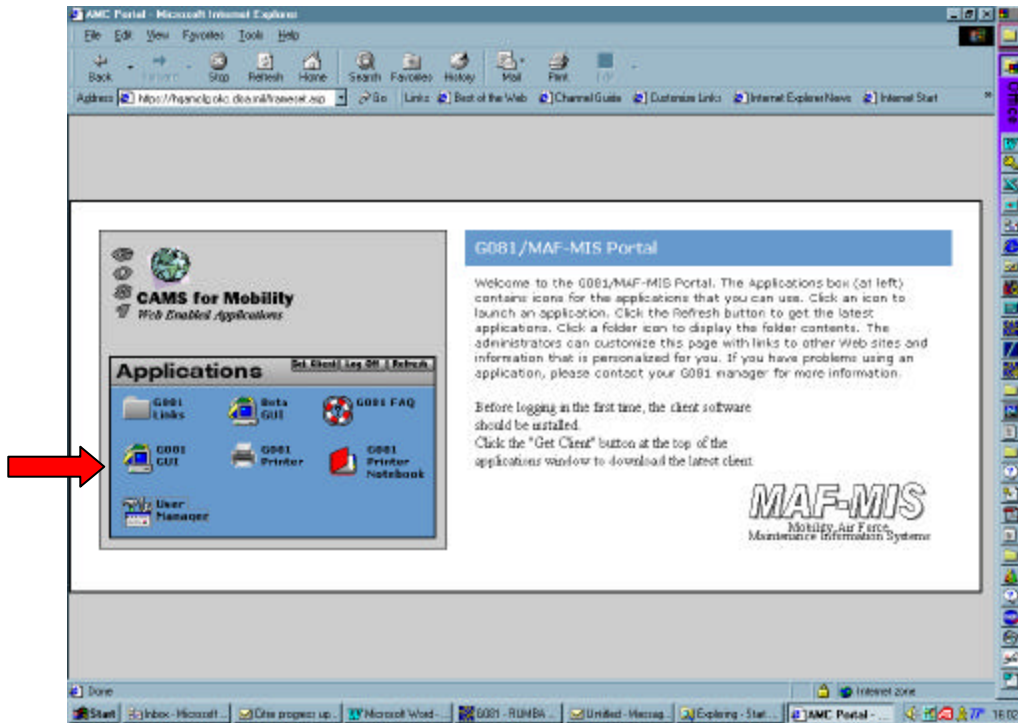

Figure 5.1